

Westfield Planning Commission
Meeting Minutes
Monday, January 8, 2024, 6:00pm
Westfield Town Clerk's Office, School St, Westfield, VT

Attendance: Brian Dunn, Kitty Edwards, Ellen Fox, Loren Petzoldt

1. Call Meeting to Order - Ellen called the meeting to order at 6:17 pm
2. Additions/Changes to the Agenda - None
3. Approve Minutes

A. December 18 Meeting minutes

Kitty made a motion to approve the minutes. Brian seconded. Minutes approved.

Business from Minutes

Ellen mentioned that Will Young, the Zoning Administrator has made several suggestions on the Zoning Bylaw revisions. Ellen has not put them into the final draft that will be submitted to the Selectboard because there needs to be a comprehensive list and report of any changes to the November 16 version of the draft. She is keeping a list of all the changes recommended since that draft and will incorporate them into the proposed Bylaw at once.

4. Zoning Bylaw revisions:
 - Public engagement
 - Review responses to public comment
 - Schedule meeting with SB re responses to public comment

The Planning Commission reviewed all the written comment received by email to westfieldplanning@gmail.com and written comment submitted to the Town Clerk.

The Planning Commission reviewed draft responses to the comments received and discussed the level of detail contained in each response. The intention is to provide full information for the basis of the response without overwhelming amounts of detail. Ellen will distribute the draft responses to Planning Commission members prior to January 10 for final approval by the Planning Commission to post the comments received and the responses. The responses will also be shared with the Selectboard for discussion. Ellen will contact LaDonna and Pat to see if it makes sense to attend the Selectboard meeting for discussion on January 15.

5. Village Wastewater Project
Scope of Work for the SB by zoom is scheduled for January 19 from 2-3 pm.

6. Other Business - None

7. Next Meeting

For PC members: possible attendance at the Selectboard Meeting January 15, 2024 at 5:00 pm
Regular PC meeting January 22, 2024 at 6 pm

8. Adjourn

Brian made a motion to adjourn. Kitty 2nd, and meeting adjourned at 8:25 pm.
Meeting minute respectfully submitted by Ellen Fox